

NOTES

THE BATTLE CREEK

YOUTH ORCHESTRA



WHERE MUSIC, FRIENDS
& FUN COME TOGETHER

Student/Parent Handbook 2010-2011

Policies
Schedules
Forms

Battle Creek Youth Orchestra

Battle Creek Youth Orchestra
PO Box 846
Battle Creek, MI 49016

Phone: 269-966-2527

Email: bcyouthorchestra@aol.com

Battle Creek Youth Orchestra
P.O. Box 846
Battle Creek, MI 49016
(269) 966-2527

Email: bcyouthorchestra@aol.com
Web: www.bcyouthorchestra.org

Table of Contents

Welcome	3
Mission, History	3, 4
Board of Directors	5
Financial Support	5
Fundraising, Touring, Tuition	5, 6
Scholarships, Rebates	7, 8
Attendance Policy, Behavior	8, 9
Music, Concert Dress, Parent Group	9, 10
Inclement Weather, Office Contact	10, 11
2010-2011 Concert Season	11
Beginning Strings	11
Intermediate Strings	12
Junior Band	12
Junior Strings	13
Junior Youth Orchestra	13
Youth Orchestra	14
Music Connections	15

MUSIC CONNECTIONS STRING ENSEMBLES

Description

Music Connections is an ensemble open without audition to orchestral string players of all ages with approval of the director, Elizabeth Lepak. Music Connections String Ensemble-BC meets on Mondays, 6:30-7:30 at Lakeview High School. Music Connections String Ensemble-Hastings meets on Thursdays, 6:30-7:30 pm at the First United Methodist Church in Hastings. Dates for MC-Hastings are written in parentheses below. Scheduled concerts are for both ensembles.

Music Connections Schedule*

October 4 (7), 11 (14), 18 (21), 25 (28)
 November 1 (4), 8 (11), 15 (18), 22, 29 (Dec 2)
 December 7 Tuesday concert, 13 (16)
 January 3 (6), 10 (13), 17 (20), 24 (27), 31 (Feb 3)
 February 7 (10), 14 (17), 21 (24), 28, (March 3)
 March 7, 14 (17), 21 (24), 29 Tuesday concert
 April 11 (14), 18 (21), 25 (28)
 May 2 (5), 9 (12), 16 (19)

*Other performance opportunities will be added throughout the year.

- 14 January 4, 11, 18, 25
February 1, 8, 15, 22
March 1, 8, 15, 22
March 29, concert

YOUTH ORCHESTRA

Description

The Youth Orchestra is open to any instrumental student in the greater Calhoun County area by audition. Interested players must contact the office in advance to schedule an audition time. Auditions consist of a solo of student's choice which demonstrates skills (no accompaniment necessary), scales and sight reading. Rehearsals are on Tuesdays, 6:30-8:30 pm at Lakeview High School. Students must be in their seats and ready to play BY 6:30 pm. Attendance will be taken. Announcements will be made prior to the start of the rehearsal or before the break time. Students should bring a pencil to all rehearsals to make changes in music and write down announcements. If rehearsal time or place are changed from what is printed in this handbook students will be informed during rehearsals. The Youth Orchestra is directed by Eliot Gittelman.

Seating

Seating is at the discretion of the music director.

Participation in School Music Programs

In order to realize a student's total musical development and to support the public school music programs in the Calhoun County area, the BCYO believes it is necessary for members to participate in their school music programs, when available, and encourages students to do so. Private lessons for students are also encouraged.

Youth Orchestra Schedule

September 21: Auditions 5-9 LHS
October 5, 12, 19, 26
November 2, 9, 16, 23, 30
December 6 Monday dress rehearsal, 7 concert
January 4, 11, 19, 25
February 1, 8, 15, 22
March 1, 8, 15, 22, 28 Monday dress rehearsal, 29 Tuesday concert

BATTLE CREEK YOUTH ORCHESTRA 2010-2011 STUDENT/PARENT HANDBOOK

Welcome to the Battle Creek Youth Orchestra. An exciting season of musical education and performance opportunities awaits members of BCYO ensembles this year. Everyone, including parents, will find numerous ways to be involved with the Battle Creek Youth Orchestra.

Students and parents should read this handbook carefully. Some policies of the Battle Creek Youth Orchestra have changed for the coming season. The GENERAL INFORMATION section applies to students in all ensembles. Specific information, requirements, and rehearsal/performance schedules for each ensemble are found under individual ensemble listings. Registration and scholarship forms are stapled in the center of the handbook. Additional information throughout the year will be sent through rehearsals, or emailed.

Please feel free to call the BCYO office (269) 966-2527 or email at bcyouthorchestra@aol.com with any questions or concerns. Suggestions and comments are also welcome from students and families. We look forward to your involvement with the Battle Creek Youth Orchestra!

Leigh Russell
Executive Director

THE BATTLE CREEK YOUTH ORCHESTRA

Mission

The mission of the Battle Creek Youth Orchestra is to foster a love of music and build friendships through quality orchestral education and performance experiences.

Vision

It is our vision that the Battle Creek Youth Orchestra and its extension programs will be widely recognized as a premiere and affordable orchestral education program for all ages.

Values

As members of the Battle Creek Youth Orchestra, we will

- 4 demonstrate leadership in our interactions with students, families, the community, and each other as we exemplify these values:

- Professionalism
- Inspirational
- Inclusiveness
- Respect
- Responsive

Strategic Goals

In order to accomplish its mission and reach its vision, the BCYO leadership, staff, and students developed the following strategic goals:

1. Students grow as musicians and as individuals
2. Orchestral education and performance experiences are challenging and rewarding
3. The community supports students in achieving their musical and individual goals
4. Organizational structure supports BCYO's growth
5. Diversified funding fully supports operations in a sustainable way

Organizational History

The Battle Creek Youth Orchestra was founded in 1966 by the Morning Musical Club of Battle Creek. The first BCYO of 46 students from Battle Creek, Lakeview, Harper Creek, Springfield, Kellogg Community College, Coldwater and Gull Lake schools presented its first concert in November of that year.

Since then, the BCYO has founded six ensembles in addition to the Youth Orchestra

- Junior Strings (founded in 1985)
- Intermediate Strings (founded in 1988)
- Junior Winds (founded in 1999)
- Beginning Strings (also founded in 1999)
- Junior Youth Orchestra (founded in 2001)
- Music Connections (founded in 2009)

The BCYO also supports small ensembles in strings, percussion, winds and brass if enough students are interested in participating in these ensembles during the year.

tra are directed by Alice Hammond.

Seating

Seating is at the discretion of the music director. A policy of rotating seating is used during the season to strengthen the playing skills of the members and to enhance the overall ensemble. All chairs, including principal chairs, may rotate for each concert cycle.

Exiting Requirements

Students who have met the audition requirements for Youth Orchestra, or are recommended by the music director are encouraged to audition for the Youth Orchestra.

JUNIOR STRINGS

Description

Membership is open to string students upon approval of the music director. Rehearsals are on Tuesday, 4:45-6:15 pm at Lakeview High School. Additional rehearsals may be scheduled during the year by the music director. Warm up rehearsals prior to concert time are scheduled at the discretion of the director. Junior Strings members are automatically members of the Junior Youth Orchestra and will rehearse as the JYO during regular rehearsal time. Junior Strings and the Junior Youth Orchestra are directed by Alice Hammond.

Seating

Seating is at the discretion of the music director. A policy of rotating seating is used during the season to strengthen the playing skills of the members and to enhance the overall ensemble. All chairs, including principal chairs, may rotate for each concert cycle.

Exiting Requirements

Students who have met the audition requirements for Youth Orchestra or are recommended by the music director are encouraged to audition for the Youth Orchestra.

Junior Band, Junior Strings and Junior Youth Orchestra Schedule

October 5, 12, 19, 26

November 2, 9, 16, 23, 30

December 6 dress rehearsal, 7 concert, 14 at Heritage Assisted Living

- 12 December 1, 8, 15
 January 5, 12, 19, 26
 February 2, 9, 16, 23
 March 2, 9, 16, 23
 March 29, Tuesday Concert
 April 13, 20, 27
 May 4, 11, 18

INTERMEDIATE STRINGS

Description

Intermediate Strings is open without audition for string students who have been playing at least one year. Students will further their reading ability and techniques. Upon completion of one year in Intermediate Strings students should be ready for promotion into Junior Strings. The ensemble is directed by Katherine Butler.

Intermediate Strings Schedule

Rehearsals on Wednesdays, 5:00-6:00 pm.

Lakeview High School

October 6, 13, 20, 27
 November 3, 10, 17
 December 1
 December 7, Tuesday Concert
 January 5, 12, 19, 26
 February 2, 9, 16, 23
 March 2, 9, 16, 23
 March 29, Tuesday Concert

JUNIOR BAND

Description

Membership in Junior Band is open without audition to students who know the intermediate levels of good breath control, tone production, tonguing, intonation, rhythm, percussion technique, and music reading. They will also know basic rhythms in 4/4, 3/4, 2/4, 2/2 and 6/8 meter. Rehearsals are on Tuesday, 4:15-5:30 pm at Lakeview High School. Additional rehearsals may also be scheduled during the year by the music director. Warm up rehearsals prior to concert time are scheduled at the discretion of the director. Junior Band members are automatically members of the Junior Youth Orchestra and will rehearse as the JYO during regular rehearsal time. Junior Band and the Junior Youth Orches-

BOARD OF DIRECTORS

Members of the Battle Creek Board of Directors are citizens from throughout the community who are dedicated to providing quality music education to students at an affordable price. Two members of the Youth Orchestra ensemble also serve on the Board of Directors, ensuring that the students are represented and have a voice in the organization. The Battle Creek Youth Orchestra is always looking for qualified volunteers to serve in the capacity of Board Member. Please call the office if you or someone you know would be interested in applying for a position on the Board of Directors.

GENERAL INFORMATION

FINANCIAL SUPPORT

The actual cost of BCYO programming is over \$500 per year per student. Educational services are provided through tuition, parent/student participation in fundraising activities and the Patron Campaign. Additional funding is provided by an Organization Grant from the Battle Creek Community Foundation.

ORGANIZATION FUNDRAISING

Each student/family is expected to participate in fundraising activities. Students/families are requested to support the organization by selling ads in BCYO concert programs and/or becoming patrons during the annual fund drive in October if fundraising activities are not desired.

Schedule

On-going: QSP magazine subscription renewal
 October: Savory Cookie Dough and Popcorn Sale
 October: United Way designated giving
 October: Breakfast at Applebee's
 January: Pizza Hut pizza sale
 February: Breakfast at Applebee's
 February/March: Plant voucher sale, K Drive Greenhouse
 March: Student sponsorship for last concert
 March: Fundraising dinner at last concert

Other fundraising will be scheduled if the income gener-

- 6 ated from the above list is not sufficient to maintain programming.

ALL FUNDRAISING MONEY MUST BE TURNED INTO THE OFFICE IN CHECK OR MONEY ORDER FORM. NO CASH WILL BE ACCEPTED.

TOURING AND ORCHESTRA CAMP

Every few years the Youth Orchestra tours either to a domestic or foreign location or attends Orchestra Camp. Fundraising opportunities run by the BCYO are available to students to help off-set the costs of these trips. Student account money will only be used for the purpose for which it was intended. Because the instrumentation of the orchestra is important to the sound, all Youth Orchestra students are expected to participate in the tours or attend Orchestra Camp. Tours and Orchestra Camp may be open to members of the Junior Youth Orchestra on a space available basis.

TUITION

Tuition for the BCYO ensembles of Youth Orchestra, Junior Strings, Junior Winds, and Intermediate Strings is \$125.00 per year (October through March) per student. If the student is a member of more than one ensemble during the year, only one tuition fee is charged. Tuition may be paid in full by October 15, in four installments of \$32 each due on the last day of October, November, January and February or in six payments of \$22 each due the last day of October, November, December, January, February and March.

Tuition for the Beginning Strings class is \$192 for the year (October through May). Tuition may be paid in full by October 15, in four installments of \$49 each due on the last day of October, November, January and February, or in six payments of \$33 each due the last day of October, November, December, January, February and March. Students wishing to use a Battle Creek Youth Orchestra owned instrument for the duration of the class will be charged a fee of \$58 for the class year, payable by October 15, 2010.

Tuition for Music Connections String Ensemble is \$125

www.bcyouthorchestra.org.

11

2010-2011 CONCERT SEASON

FALL CONCERT

Tuesday, December 7, 2010

7:00 pm at Lakeview High School

Tickets are \$5 for adults, \$4 for seniors, \$3 for students, \$10 for a family ticket

SPRING CONCERT

Tuesday, March 29, 2011

6:00 pm dinner and recognition ceremony

7:15 pm Concert

Tickets for the concert are \$5 for adults, \$4 for seniors, \$3 for students, \$10 for a family ticket

The price of tickets for the dinner will be announced in March

Other performance opportunities for all ensembles may become available for students throughout the season.

ENSEMBLES

BEGINNING STRINGS

Description

Membership is for students who are at least eight years of age and desire to learn the violin, viola, or cello. The Battle Creek Youth Orchestra has a limited number of violins, violas and cellos that students may use for a charge of \$52 for the year.

The class is a blend of the Suzuki and traditional string methods and taught by Katherine Butler. Upon completion of the class students will be recommended for the Intermediate Strings ensemble.

Beginning Strings Schedule

Rehearsals on Wednesdays, 4:00-5:00 pm.

Lakeview High School

October 6, 13, 20, 27

November 3, 10, 17

10 **CONCERT DRESS**

Members are responsible for obtaining and wearing appropriate concert dress to all performances.

Female:

Long dark skirt or dress slacks (black preferred)*
Sleeved white blouse with collar
Dark shoes, socks or nylons (black preferred)*

Male:

Dark dress slacks (black preferred)*
Dark jacket (YO and MC ensembles only)*
Long sleeved white dress shirt with collar
Dark shoes and socks (black preferred)*
Bow tie (black preferred)*

* refers to a solid color, not patterns or stripes

PARENT GROUP

Each parent of a BCYO student or adult member of the Music Connections ensembles is automatically a member of the Parent Group. A very important part of the BCYO, the Parent Group provides: volunteers for room monitors for ensembles at concerts, donated items for receptions and bake sales, help with fundraising, tour and camp planning, and chaperones. The first parent group meeting of the season will be a pot luck dinner at Lakeview High School Café on Tuesday, September 28, 6:00-8:30 pm. Other parent meetings will be held throughout the year. Every Parent Group member is encouraged to attend.

INCLEMENT WEATHER

In the event of inclement weather, please call the office. There will be a message indicating whether or not BCYO activities will occur. Also listen for cancellation information on radio station WBCK, 95.3 FM. Every effort will be made to make cancellation decisions as soon in the day as possible.

CONTACT

The mailing address of the BCYO is P.O. Box 846, Battle Creek, MI 49016. The telephone is a direct line at (269) 966-2527. The office may also be reached by email: bcyouthorchestra@aol.com. Our web site is:

(October through May) or \$75 per semester with Fall Semester running October through December and Winter Semester running January through May.

7

All checks should be made payable to the Battle Creek Youth Orchestra and mailed to the office or turned in at rehearsal. There will be no rebate of tuition money if the student leaves the Battle Creek Youth Orchestra or chooses not to participate in a concert cycle.

There is no reduced tuition for the second (or more) student from the same family. If a reduction in tuition for additional family members is needed, please fill out a scholarship application form listing "multiple students enrolled" under the further information section.

There will be a \$25.00 charge for returned checks. No credit will be given for missed rehearsals. Upon signing the registration form, parent (or adult student) assumes responsibility for tuition.

SCHOLARSHIPS

Scholarships for reduced BCYO tuition are based on financial need and are once again available through the Battle Creek Community Foundation. Forms are available on their website. Families who need further scholarship consideration should apply directly to the BCYO by filling out the Scholarship Application included in this handbook. Please return it to the BCYO office as soon as it is known that a scholarship is needed. Include a copy of your 2009 Federal Income Tax Return 1040 which includes name, address, earnings and number of dependants. Scholarships will be awarded on a sliding scale depending on total household income, number of household members and special circumstances such as major medical expenses not covered by insurance, separation, divorce, disability, job loss, change in income, etc. Documentation of these circumstances may need to be provided. **For security purposes, please black out the social security number(s) on this and any other documentation provided.** Note that documents will not be returned, therefore please do not provide originals but copies instead.

- 8 Families of students receiving scholarships are strongly encouraged to participate in at least three volunteer activities such as helping with receptions, selling concert tickets at the door, set-up and take-down of stage and chaperoning when needed. **ALL** BCYO families need to participate in fundraising activities.

REBATES

No credit will be given for missed rehearsals. Upon signing the registration form, the parent (or adult student) assumes responsibility for tuition for the year.

ATTENDANCE POLICY

Generally, one excused absence will be allowed per student per concert cycle. Excused absences include sickness and conflict with school event/commitment. **HOMEWORK IS NOT CONSIDERED AN EXCUSE FOR MISSING A REHEARSAL.** More than one absence, without the prior permission of the music or executive director, may disallow a student from participating in that concert performance. Students must contact the BCYO office prior to any rehearsal that will be missed. Two occasions of tardiness will be considered as one absence. Generally, no absences will be permitted for performances, dress rehearsals or warm up rehearsals.

The Youth Orchestra and Junior Youth Orchestra are performing ensembles and all members are expected to participate in all concert cycles for which the student has committed. If there is a conflict and one or more concerts will be missed, it will be decided by the music and executive directors whether the student will remain a member of the orchestra.

WHAT THE BATTLE CREEK YOUTH ORCHESTRA OFFERS STUDENT MEMBERS:

- Professional music directors
- Sectionals with professional musicians
- Meeting new friends who share the same interest in music
- Foreign and domestic tours and Orchestra Camp
- A full orchestral experience (Youth Orchestra, Junior

- Youth Orchestra)
- Performance opportunities
- Challenging music
- Leadership opportunities
- Opportunities to become members of small ensembles
- Summer camp scholarships

SUMMER CAMP SCHOLARSHIPS

Students in seventh through eleventh grades are encouraged to audition for the Summer Camp Scholarship Competition in February. Provided through the Morning Musical Club of Battle Creek, scholarships provide up to \$400 towards tuition at either Interlochen or Blue Lake summer programs. More information will be available in December.

BEHAVIOR

Members of the Battle Creek Youth Orchestra are always guests at rehearsal and performance sites and must respect each facility and remain in the rehearsal room or designated lobby area during rehearsal breaks, before and after rehearsals, and before performances. Students are not to leave refuse or personal items in rehearsal/performance areas. Behavior not in compliance with public school regulations and/or state law will not be tolerated. A member may be dismissed from his/her ensemble if infractions occur.

MUSIC

Members of each ensemble are entrusted with a great deal of valuable music which must be returned immediately following performances. Each student is given a folder at the beginning of each concert cycle. The folder will be collected at the end of the concert. It is the responsibility of each member to bring this folder to each rehearsal and concert. Members will be held financially responsible for any music which is lost, damaged, or not returned within one week of the concert. A bill for the replacement cost of each piece of outstanding music will be sent to the parent or adult student. Payment is expected within five days of receipt of this bill. It is also the responsibility of each member to allow adequate practice time in order to attend rehearsals well prepared.